

The Vistas Homeowners Association

MEETING MINUTES

BUD BEASLEY ELEMENTARY SCHOOL

April 25, 2013 – 6:00 P.M.

Board Members Present

James Baldwin - Absent
Margaret Powell
William Wagner
George Cammarota
Larry Kleinworth - Absent

Staff Present

Stacie Ciesynski, Community Administrator
Shannon Christie, Compliance Officer
Jenny Nichols, Admin. Assistant

I. Call to Order

Margaret Powell called the meeting to order at 6:00 p.m.

Introduction of Board members: Margaret Powell, William Wagner, and George Cammarota were present. Jim Baldwin and Larry Kleinworth were absent. Three Board members were present so a quorum was established. Stacie introduced Jenny Nichols, the new part-time administrative assistant, and Shannon Christie, Compliance Officer.

The meeting was recorded as required by NRS 116.

Margaret explained that for several years the annual meeting has been held in April, but that NRS 116 requires the annual meeting take place in accordance with the By-laws. Therefore the annual meeting and election of officers will take place at the July meeting. Jim, Bill and Margaret will continue to serve until new Board members are elected.

II. Membership Forum

Homeowners present were given the opportunity to ask questions and make comments pertaining to items on the agenda.

III. Council Representative – Mike Carrigan

Mike Carrigan did not attend.

IV. Approval of Minutes

A. Motion: William Wagner made a motion to approve the January 24, 2013 general meeting minutes as written; Margaret Powell seconded, motion carried unanimously.

B. Motion: William Wagner made a motion to approve the November 14, 2012 Budget Ratification Minutes; George Cammarota seconded, motion carried unanimously.

V. Financial Report

A. Financial Report –The unaudited financial report for January, February, and March 2013 was received as presented by William Wagner.

B. Margaret explained there were no audit exceptions noted. Given the opinion from the auditor that a portion of the receivables may be uncollectable, bad debt allowance was increased to \$18,570.00.

Motion: William Wagner mad a motion to accept the audited financial statements; Margaret Powell seconded, motion carried unanimously.

VI. Reports

A. Landscape/Maintenance Report – Margaret presented information contained in the report from The Groundskeeper. She explained that significant pruning has occurred on the lower end of the parkway, the

irrigation is up and running and a water audit has been conducted. Recommendations to improve water efficiency were included in the water audit report.

Stacie gave an update on the landscape maintenance items that will be happening over the next month. Additional bark and rock will be added, replacement trees on Vista Heights and Vista Terrace, and two new doggie stations and benches will be added to Los Altos.

Dave Stefan asked about the work being done to the sidewalk by the digestive health buildings. Margaret explained that the City of Sparks is doing the concrete work to allow handicap access in that area.

VII. Correspondence

VIII. Compliance Report

Shannon Christie reported that there were 344 compliance issues for the 1st quarter of 2013 which is down slightly from the previous year. Visible garbage cans and oil stains in the driveway were the top two issues. Violations of oil stains in the driveway seem to be increasing. Violations for RV's, trailers and miscellaneous items being stored in the front yard are starting to increase as well.

IX. Old Business

X. New Business

A. Shannon Christie explained that pre-approved paint schemes are in the process of being approved through Kelly Moore and Sherwin Williams paint stores. Homeowners would still need to complete the paint request form and attach color swatches, but if they use pre-approved colors they would automatically be approved once the colors are verified by the office staff. Homeowners do not have to use these color schemes and do not have to use Sherwin Williams or Kelly Moore. If homeowners choose to use a pre-approved color scheme there cannot be any deviation from the color for base, trim and accent as presented in the color books by both companies. Colors cannot be substituted without direct approval from the Architectural Control Committee.

In addition, both Kelly Moore and Sherwin Williams are providing residents a discount if they use their paint. Kelly Moore cards are available in the association office and you can let Sherwin Williams know that you live in The Vistas and are interested in their preferred discount program.

Motion: William Wagner made a motion to accept the color schemes from Kelly Moore and Sherwin Williams; George Cammarota seconded, motion approved unanimously.

B. Margaret Powell explained that the idea of a landscape committee needs to be explored in more detail by the Board to determine exactly what the committees charge will be and whether or not it is a long term committee or a task oriented committee. Margaret asked for input from those homeowners present.

- Barbara Gonzales suggested that membership could be based on geographic representation within the community.
- Ron King asked two questions, one about traffic counts and the second about the cost of water and maintenance for Los Altos Parkway. Margaret explained that it was probably difficult to determine how many homeowners use South Los Altos versus North Los Altos since there are two other communities, Desert Highlands and Miramonte, in the area. Water and maintenance make up approximately 50% of the associations current budget.
- Don Hurst complained that all plants should be removed from the 4-way stop at Los Altos and Santa Barbara. Stacie has talked with The Groundskeeper regarding this issue and the plants creating a visibility issue will be relocated.
- Barbara Gonzales asked if any consideration by the Board had been given to installing artificial turf on the parkway to lower water usage.

C. The Vista Ridge Sign located at the corner of Vista Terrace and Vista Heights has disappeared and several homeowners have called the office to request that the sign be replaced. Two estimates to replace the sign have been obtained. Several homeowners expressed varied opinions and suggestions on replacing the sign, but most felt that all areas in the association should be treated as one cohesive community. The handbook requires signage to be of unified design with conformity to the provision resting solely with the Architectural Control Committee. This item will be addressed by the Architectural Control Committee.

D. Margaret explained that the Board had not entered into a contract as of the meeting, so there is no need at this time to ratify a contract. She did explain that a new contract will need to be approved to handle the Association's foreclosure process. Kern & Associates has submitted a proposal to the Board for collection of

delinquent accounts. Gayle Kern's office would only be used for Foreclosure services and all other legal matters would continue to go to Woodburn and Wedge.

Motion: Margaret Powell made a motion to authorize to go forward with the contract based on legal review; William Wagner seconded, motion carried unanimously.

- E. The drainage area behind homes on Crestside Court has not previously had drainage work done and needs to be cleaned out. **Motion:** Margaret made a motion to accept Peavine Construction's bid of \$2,250.00 (Item 1 and 2 on bid) with an additional cost not to exceed \$1,000.00 for the dirt to be removed from the area; William Wagner seconded, motion carried unanimously.

Ron King asked if the companies that bid on the project have the proper licensing. Stacie explained that all contractors are required to be a licensed contractor, have the appropriate city license and carry the association as an additional insured on their workers comp. policy.

- F. Three bids were received for the three rock walls on Los Altos that need maintenance repairs. **Motion:** Margaret Powell made a motion to accept the bid from Bustamante Masonry for \$565.00 to repair and re-seal grout joints at existing stone walls. In addition, in the meantime pursue a possible longer term solution which may include a reconstruction to a portion of the wall; William Wagner seconded, motion carried unanimously.

XI. Membership Forum

Homeowners present were given the opportunity to ask questions and make comments.

- Stan Miller commented that The Groundskeeper has done a better job creating a defensible fire break behind the homes on Goodwin, but that it is only 3 or 4 feet which varies. He believes it should be 10 feet. Follow-up will be done with The Groundskeeper.
- Barbara Gonzales asked if anything was being done to close off access to off road vehicles to keep them out of the common areas. Margaret explained she will continue to look into the issue.

NEXT MEETING SCHEDULES – Meeting dates: Quarterly Board of Director Meeting's are generally scheduled the fourth Thursday of every third month. July 18, 2013, September 26, 2013, and Budget Ratification Meeting is scheduled for 10:00 a.m. on November 13, 2013 at the association office.

XII. Adjournment

Motion: Being no further business Margaret Powell adjourned the meeting at 7:38 p.m.

Respectfully submitted,

Stacie Ciesynski

Secretary, Board of Directors